Denver Wildlife Research Center Technology Transfer Center Archives Automation

Diana L. Dwyer

KEYWORDS. Optical disks, records management, information storage, preservation

The Denver Wildlife Research Center (DWRC) is a research facility within the U.S. Department of Agriculture's Animal and Plant Health Inspection Service (APHIS). The Center provides APHIS and the public with the knowledge and tools to reduce wildlife conflicts with agriculture and other human endeavors. Research activities include development and testing of nonlethal and lethal damage control techniques involving chemical, physical, biological, or cultural approaches for minimizing or eliminating economic damage and health-related hazards; damage assessment; and laboratory and field studies of damaging species and their habitats to discover exploitable characteristics. Species of broad emphasis are blackbirds, coyotes, small mammals (primarily rodents), and others that cause serious, but more localized, damage problems. The research is oriented to ensure that methods developed and used for alleviating animal damage are

---

Diana L. Dwyer is Project Leader, Information & Technology Transfer Project, Denver Wildlife Research Center, Denver Federal Center, Bldg. 16, P.O. Box 25266, Denver, CO 80225-0266. Ms. Dwyer received her BA from Kansas State University in American History and her MA in Library and Information Sciences from the University of Denver.

biologically sound, effective, safe, economical, and acceptable within the broad public interest.

The DWRC Archives was established in 1989 to organize the massive amount of documents and files that are produced by Center scientists. The LaserData Optical Storage System was purchased to index and store the files, reports, archived studies, and other historic research files. Serious space constraints make it difficult and costly to provide adequate, secure storage space for records. Manual filing systems have the frequent problems of misfiled documents or files that are checked out and not returned. The optical system allows the scanning of both typed and handwritten material onto a Write Once Read Many (WORM) drive, index each item into a database for retrieval, and print copies of documents on demand. Original documents, which must be retained for legal reasons, are stored offsite.

The benefits of using optical technology for records storage and retrieval are many:

- Immediate access to documents on storage device
- Documents are stored in digital form; allows access from remote locations or transmission of files
- Superior retrieval speed
- Documents can be centralized; easy access eliminates need to maintain duplicate files in different locations
- Minimal space requirements and documents are secure because disks can't be altered
- Database allows for retrieval of many documents on related topics

The DWRC has the basic LaserData system composed of NEC CPU w/40MB HD, Ricoh flatbed scanner, Ricoh laser printer, and 19-inch high resolution monitor. LaserView™ software and Carbon Copy, a terminal emulation package for use in remote access, are utilized. Plans for future expansion include adding a FAX board to allow for the transmission of documents to the APHIS Washington Office, an optical disk jukebox, a software upgrade to a more powerful relational database system, and a larger hard drive (150-300 MB).

The ultimate goal is to scan all of the documents in the Pesti-

cide Registration files, archived research studies, research files, and historic documents onto optical disks. The Archives system will be linked into a data and image carrying network in the Technology Transfer Center. This will allow patrons access to the Library Online Catalog and historic information in the Center Archives.